

Important reminders for block grant projects

October 24, 2011

EECBG Grant Recipients—

Thank you for your continued efforts to ensure EECBG funds are appropriately and expeditiously utilized for energy efficiency projects within your communities. Since we're in the final 9 months of the program, this e-blast contains some important reminders.

1. **Project Completion Deadlines:** All EECBG funded projects must be complete, invoices submitted and final reports provided **PRIOR** to the end term date of your EECBG award. EECBG recipients should explore all options to complete their projects ahead of schedule while still adhering to program requirements.
2. **Signage:** Recipients are required to post signage in strategic project locations to provide credit for project funding from the American Recovery and Reinvestment Act of 2009 (ARRA) and the U.S. Department of Energy. Projects should display signage that features the emblem throughout the construction phase and should be at least 6 inches in diameter. The following are links to the logo:

http://www1.eere.energy.gov/wip/pdfs/sep_recovery_act_8-5x11.pdf

http://www1.eere.energy.gov/wip/pdfs/sep_recovery_act_poster_24x36.pdf

3. **Compliance with Buy American Provisions of ARRA:** Recipients are responsible for retaining documentation that demonstrates their compliance with the Buy American provisions of ARRA. During post-award monitoring activities, which may include desk reviews, on-site reviews, audits, and other activities, recipients may be asked to produce records that verify compliance. The Office of Energy Efficiency and Renewable Energy (EERE) at DOE has issued guidance on documenting compliance with the Buy American provisions of ARRA. This guidance may be found on EERE's Buy American web page at http://www1.eere.energy.gov/recovery/buy_american_provision.html. Most recipients are obtaining manufacturer specification sheets that certify compliance with the Buy American Act. In addition to this certification, recipients are encouraged to obtain the plant's physical location (address, city, state) where the equipment was manufactured.
4. **Weekly Certified Payrolls:** Recipients are required to submit weekly certified payrolls each and every week during project installation. Failure to submit weekly certified payrolls each week is a violation of the Davis-Bacon Act (DBA) and does not allow the Energy Commission to identify DBA issues as early as possible. Recipients that are local units of government may retain original weekly certified payrolls in accordance with DBA and submit copies to the Energy Commission for review and approval. Copies may be scanned and emailed to jbrewste@energy.state.ca.us.

Recipients that are **not** local units of government must submit the original signed weekly certified payrolls to the Energy Commission.

5. **Press Releases and Media Outreach:** Recipients are reminded to credit the California Energy Commission, the U.S. Department of Energy, the Energy Efficiency and Conservation Block Grant program, and the American Recovery and Reinvestment Act of 2009 (ARRA) in all press releases and media outreach associated with your EECBG-funded projects. The U.S. Department of Energy's communications resource kit can be found at:

http://www1.eere.energy.gov/wip/pdfs/sep_eecbg_media_resource_kit.pdf

The Energy Commission's Media Office also requests that if you have completed your project and are considering having a media event, we would like the project to be showcased in the Energy Commission's Project of the Week (soon to be available on-line) or if you require media assistance please contact the Energy Commission's Media Office at 916.654.4989 or email Susanne Garfield at sgarfiel@energy.state.ca.us or Adam Gottlieb at agottlie@energy.state.ca.us.

Thank you for your continued efforts to make EECBG a success. If you have any questions or concerns, please direct them to your assigned Commission Project Manager.